





Dr.Tulsi Das Library:

User Guide and Rulebook

Edited By:

Prof.Surinder S. Rana
Prof. In-charge, Library
Prof.& Head Unit III
Deptt. Of Gastroenterology
PGI, Chandigarh

Compiled By:

Mrs. Jyotsna
Mrs. Monika
Mrs. Meena

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Dr. Tulsi Das Library,
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E-portal:<https://pgichandigarh.ovidds.com>,
<https://login.openathens.net/>

E-mail: pgilibrary@yahoo.com

Phone: 0172-2755756-60

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About Parent Institute



Mandate

The Postgraduate Institute of Medical Education and Research (PGIMER) Chandigarh was conceived in 1960 as a centre of excellence which would endeavour to develop patterns of teaching in postgraduate medical education in as many branches as possible and attempt to produce specialists in several disciplines of medicine. It was also envisaged that these specialists would spread out in the country in various medical colleges and medical institutions and impart medical education of highest standard to the students and set up nucleus of excellence in their own institutions. The PGIMER was also given the responsibility to broaden the horizons of medical knowledge by intensive research in the field of health.

Mission Statement

Service to the Community, Care of the Needy and Research for the Good of all.

About Library



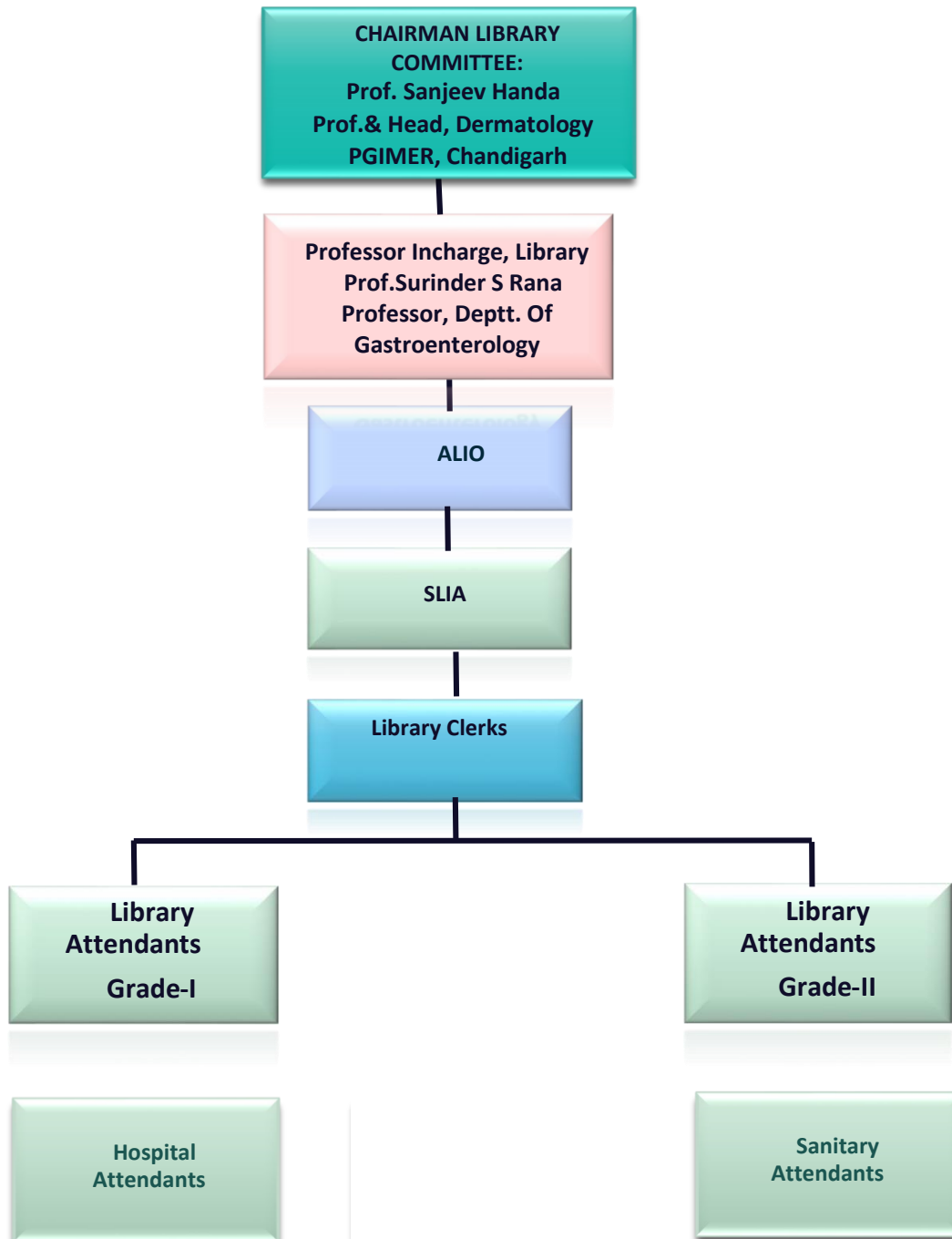
The Institute Library plays a significant role to serve the faculty members, residents, research fellows, staff and students. It serves readers with its rich collection of books, current journals and archives of journals, thesis and various e-resources. Dr. Tulsi Das Library supports the academics of medical students, researchers, residents and nursing professionals at PGIMER, Chandigarh with the combination of digitization, internet access and other contemporary information sources.

Dr. Tulsi Das Library: Inception and Foundation

The Library, of this Institute began functioning in 1962 on the 6th floor of Research Block 'A'. It moved to its present premises on 29th November 1994 and was inaugurated by the then Union Minister for Health and Family Welfare, Sh. B. Shankaranand. The Library got its name after Dr. Tulsi Das, world renowned ophthalmologist, first director of PGIMER and one of the founders of the institute. Since then the library is expanding in both magnitudes well as substance, and constantly striving to fulfil its mission of convenient access to updated information in both print and digital formats to academic fraternity of PGIMER to meet their teaching, training, research and patient care needs.

ORGANISATIONAL STRUCTURE

Dr. TULSI DAS LIBRARY



Library Timings:

The library has three reading rooms: one on the ground floor and two on the first and second floors. The opening hours for these reading rooms are as follows:

- **Ground Floor Reading Room:** The reading room at ground floor will remain open from 9:00 AM to 6:00 AM (next day) throughout the year.
- **First Floor Reading Room:** The reading room at the first floor will remain open from 9: 30 AM to 2:00 AM. However, during examination days **i.e. from 16th April to 15th May and from 16th November to 15th December** it will be opened from 9:30 AM to 6:00 AM (next day).
- **Second Floor Reading Room:** The reading room at the second floor will remain open from 9:30 AM to 12:00 Midnight.
- The **library remains closed on the designated holidays** which are Republic Day, Independence Day, Gandhi Jayanti, Holi, Diwali, Sri Guru Nanak Devji's Birthday and Christmas.
- **Additionally, library remains closed from 5:00 p.m. to 6:00 a.m. on occasion of Janamashtmi and Dussehra.**

Who can be a member?

All current PGIMER faculty, doctors, research scholars, professionals and permanent staff are eligible to become **regular members** of the library. These members can have access to all the facilities of the library.

Apart from above the following different categories of memberships are available:

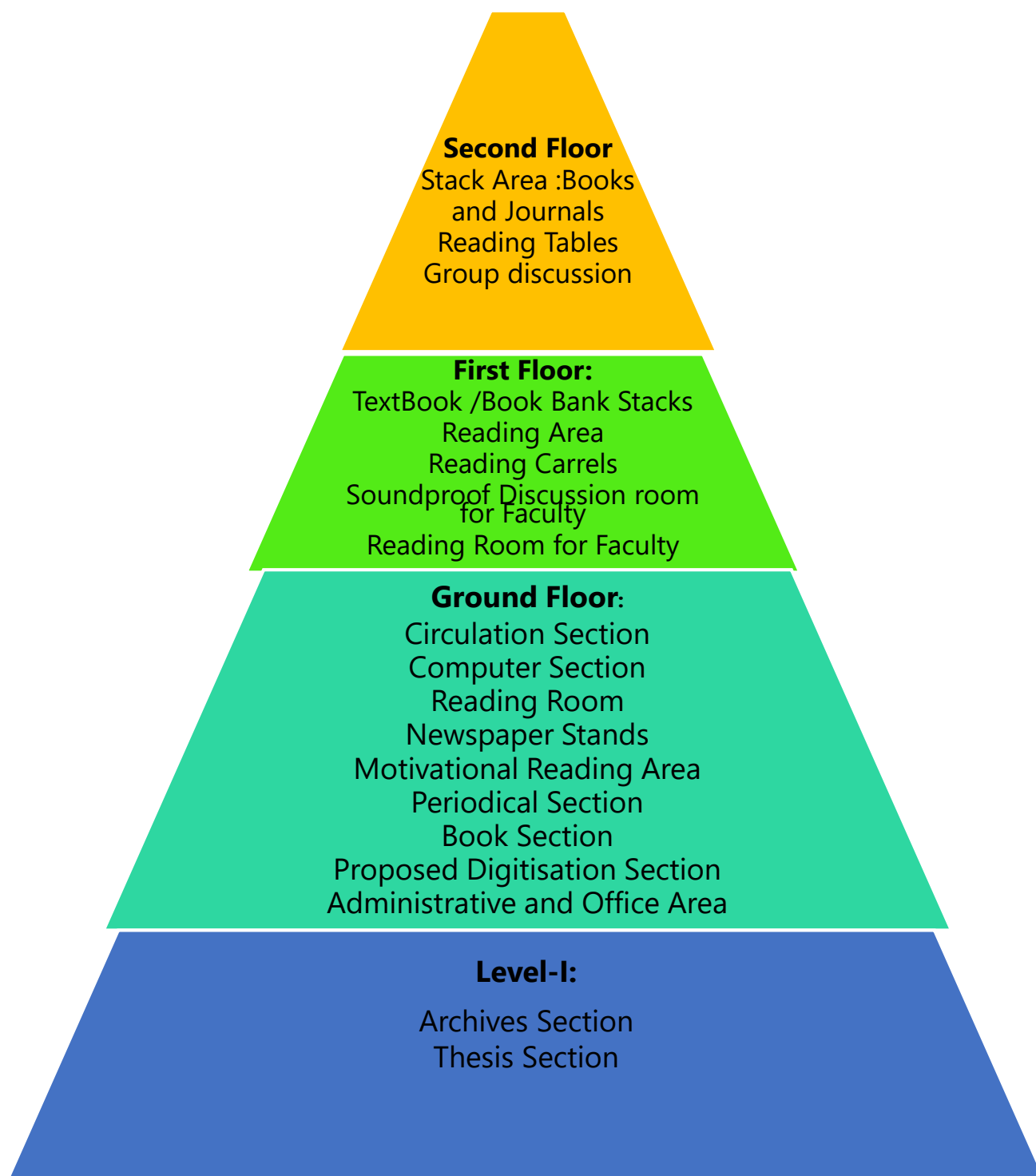
Sr. No.	Type of Membership	Membership tenure	Fees (INR)
1	Special Members: Retired Academicians/ Scientists of PGI Chandigarh	Three years	Security Deposit of ₹ 2500/- (Refundable)
2	Reading only members: Dependents of PGIMER Staff Members, contractual PGI staff, ex-Residents/Students of PGI, fellows engaged in PGI research projects	One month	₹ 500/-
3	Reading only members: Dependents of PGIMER Staff Members, contractual PGI staff, ex-Residents/Students of PGI, fellows engaged in PGI research projects	Three months	₹ 1200/-
4	Reading only members: Other categories	One month	₹ 800/-
5	Reading only members: Other categories	Three months	₹ 2500/-

General Rules, Dr. Tulsidas Library:

- All library rules are to be strictly adhered without any further discussion.
- Silence to be maintained.
- No entry without library card.
- Permission holders are allowed to use library premises from 9:30 AM till 8:00PM. After 8:00 PM the library facilities can be used only by the regular members.
- Make an entry (mention Library Card No.) in the register while coming and going out of the library.
- No personal bags/laptop bags allowed beyond entrance of the library.
- Keep your all personal belongings at the property counter.
- Don't keep your valuable items in bags kept at property counter; the library administration is not responsible for any kind of loss/misuse.
- Don't leave your chargers (Phone/Laptop), personal books and other reading material on tables when you leave the library.
- Keep your mobile phone on silent mode while sitting in the library.
- Use discussion area (top floor outside reading area) to avoid disturbance to the users of library.
- No one is allowed to sit on the stairs inside as well as outside of the library.
- Eatables and Beverages are not allowed in the library premises.
- Make use of dustbins.
- **Any violation of rules will lead to cancellation of library membership. Further disciplinary action will be taken in case of repeated misconduct.**
- No argument with staff on duty, please drop your suggestions to the following email: drsurindersrana@gmail.com, **Prof. Surinder S. Rana**
In-charge Library,
Deptt. Of Gastroenterology.

About building:

The library has a well-planned building and a congenial atmosphere, whose location is easily approachable by the users. It is well equipped with surveillance system, and has been aesthetically designed to accommodate maximum readers. Its calm and serene ambience is well suited for studying and it has seamless Wi-Fi access in all the floors.



Floor-wise distribution of Services and Resources of the Library:

Though, Dr.Tulsi Das library extends its services beyond physical walls of the building by providing information accessible by electronic means. Its floor-wise distribution of services and resources is also well-planned and user friendly.

Ground Floor

The ground floor houses the following important divisions/sections and facilities:

Property Counter:



At the entrance of the library, on left hand side is a property counter where readers can keep their personal belongings before entering the library premises.

Circulation Section:



This section serves as the core of library operations, providing the circulation of books to readers. Among the library's many functions, one of the most important is the lending of books for personal use. Almost every member of the library visits this area at some point to obtain books or journals issued for usage. Other important functions of the circulation section include: issue & return of Library resources, renewal of issued material, charging of overdue fine and maintenance of membership records.

Library Membership Card Rules:

- After confirmation of membership every member will get a library Card with the help of which, the member is eligible to get access of library's e- resources through OpenAthens these can be accessed at <https://pgichandigarh.ovidds.com/>
- Membership card is non-transferable in nature which is valid for the duration of the academic session for which it is issued.
- Special care should be taken so that membership cards are not mutilated, misplaced, or lost.
- In case membership card get mutilated, it must be reported to the library. Rs.500/- will be charged for issuing duplicate card.
- Library Card is the property of the library and is to be returned along with dues, if any, and clearance should be obtained before getting the No Dues Certificate signed.
- Member should keep the library informed of any change of address, phone number, email-ID, department, class or subject of study during the period of membership.
- Any losses related to library are to be reported immediately to the Librarian for further necessary action.

Issue Return Timings:

- Check-in/Check-out timings of books and journals from 9.30 a.m.-9.00 p.m. Monday-Saturday
- No Check-in / Check-Out of books and journals during lunch time from 1.30 p.m. to 2 p.m. except Saturdays
- Check-in/Check-out timings for Sundays & Holidays are from 9.30 A.M.-4.00 P.M.

Issue/Return Facility:

(Faculty, Residents, Students & Staff)

Category	No. of Books & Journals	No. of days	Membership form attested by
Faculty	5	Books for 14 Days Reference Books for 1 day Journals for 4 Days	Head of Department
Residents(J/R, S/R)	5	Books for 14 Days Reference Books for 1 day Journals for 4 Days	Registrar, PGIMER
Research Scholars/Ph.D M.Sc.	5	Books for 14 Days Reference Books for 1 day Journals for 4 Days	Registrar, PGIMER
B.Sc. Students	2	Books for 14 Days Reference Books for 1 day Journals for 4 Days	Registrar, PGIMER
Staff Member	2	Books for 14 Days Reference Books for 1 day Journals for 4 Days	Head of department

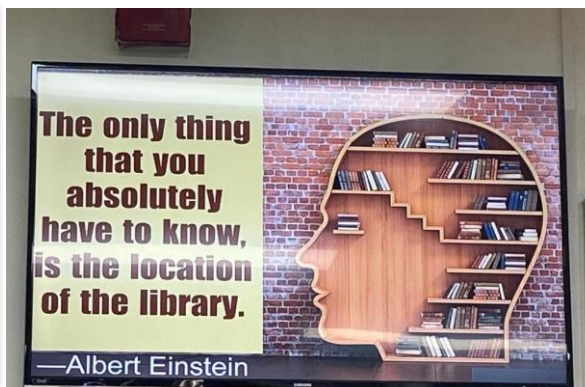
Issue/ Return Rules:

1. The readers should check the books thoroughly for missing pages, chapters, etc. while getting them issued. No book in damaged condition will be accepted from the users on return. Damaged books will have to be replaced by the borrower.
2. No book shall be returned on the day of issue.
3. The reader should ensure to carry only those books that are duly issued on their names.
4. If there is an emergent demand for a borrowed book, the same can be called for and should be returned at the earliest.
5. Users are responsible for complying with the copyright act while photocopying library document.

No Dues:

Whenever a member leaves or retires from the institute, he/she must obtain a "No Dues Certificate" from the library & his/her account for e-resources shall be discontinued.

Electronic Display:



To give essential information about the library, the electronic display units have been mounted at the circulation section wall and on first floor reading area. These are placed to catch maximum attention of the readers when they are visiting the library. They also help in the providing guidance to users on where to locate various information resources. A few clips have been presented to raise knowledge about how to register, login and further use of various e-resources and recently added databases. Few inspirational quotes are also regularly displayed on the screen to motivate readers. These display units are updated on daily basis.

Old Question Papers:



To thoroughly get to know about the exam pattern and understand the syllabus more deeply, old question papers help and benefit institute residents and students a lot. These are kept on the ground floor from the year 2000 onwards, opposite circulation counter. Readers can consult these within the library premises, and it is also been proposed to digitalise them and upload on the library portal.

Reading Room:



A separate reading room is available on this floor which remain open 24x7 throughout the year. It has tables with built-in power outlets and several comfortable reading chairs around the perimeter. Readers can bring their own books and read in the reading room's cool and peaceful environment. An undisturbed reading is a privilege, when one can focus in such a calm and solemn environment. The readers who study uninterrupted benefit much from this section and acknowledge its usefulness.

News Paper Stands:



These are on the Ground Floor adjacent to the computer section. The newspaper section is meant to offer readers with inspiration, entertainment, and latest information. Newspapers play an active and crucial role today because of the huge development of information everyday. These are quite beneficial to readers since they provide them with information quickly and efficiently. The names of the newspapers being subscribed by the library are as follows:

Newspapers	The Tribune
	The Hindu
	Indian Express
	Dainik Bhaskar
	Hindustan Times

Magazines:



The Library has an Indian Magazines Corner which is located in the Library Foyer area (i.e. Ground Floor). A few popular Indian weeklies and monthlies are displayed here. These are not lent out to the users. Library is subscribing to India Today (English and Hindi edition). These are the leading current affair publications of the country. The topics covered include business, entertainment, and politics.

Motivational Reading Area



Reading for pleasure increases learning comprehension, it helps in managing stress and elevating the academic achievements. Books that motivate and entertain are displayed here in order to provide a break from monotony and digital overload.

Computer Section:



The section houses the main server and multimedia system. It manages the working of the entire computer system of the Library. In computer section, ample number of terminals have been provided for the easy access of readers where they can search information or article related to their subject area.

- **Grammarly access** is also made available in this section. It is a grammar and spell-checking software. It automatically detects potential grammar, spelling, punctuation, word choice, and style mistakes in writing. Grammarly's algorithms points out potential issues in the text and suggest context-specific corrections for grammar, spelling, style, and punctuation.
- **Plagiarism check** software Turnitin anti-plagiarism software has also been made available for library users to check the similarity index of the thesis/research paper written by them. It is an Internet based software to check the duplication of another's work, stealing or copying, "wrongful appropriation" and "stealing and publications "of someone else's work maybe in the form of ideas, thoughts, language and so on. Readers can also mail their document to the library for requesting a plagiarism check.

Rules to use Computer Section

1. It is mandatory for all readers to make an entry in the register of this section.
2. The library desktop facility is limited to library e-resources & for educational purpose only.
3. The time duration to use the desktop is 30minutes.
4. Reading of books are not allowed in computer section.
5. For plagiarism check, the readers are recommended to send their file 2times only in a day.
6. The orientation to use library e-resources will be provided by library staff.

Administrative /Office Area of Library:



Librarian's Room:

A separate room for librarian to perform his/her daily tasks. Here librarian can co-ordinate with readers and staff.

Office:

Here the office clerk of the library performs clerical and administrative tasks. His/ her main duties are to maintain record of office files, leave of staff, to conduct other clerical duties, including filing, answering phone calls etc. Last but not the least to provide administrative support to operations of library team.

Acquisition Section:

Books are purchased and processed as per demand of various departments. Thesis/ dissertations of readers from different departments are also received in this section. Now from July 2021 onwards thesis/dissertation are being received in CD format and are saved for digitisation.

Periodical Section:

Purchase and renewal of various databases of journals and books is done in this section. Processing of yearly bills of databases is done which are more than fifty in number.

Proposed Digitisation Room:

The digitization process can help in the preservation of old and fragile thesis and dissertations, which are from way back 1960s in the institute library. The content of these items may be accessed more easily due to digitization, which eliminates the need to use and touch the original document. It also makes them more discoverable online. A room has been secured for upcoming project of digitisation of thesis opposite the periodical section.

First Floor:

Library Catalogue Cards:



Apart from OPAC, manual card catalogues are library's most important reference tool. The entries are prepared on standard catalogue cards and are filed in drawers, alphabetical arrangement of author card is done and these are also arranged according to subject wise and class no. wise to locate the books and thesis in the library. These can be located by Dewey Decimal Classification. The Class numbers for major subjects are displayed on the sides of the stacks.

Textbook & Book Bank Section:



This section has stacks area for Text Book and Book Bank. The Library maintains a separate reference collection consisting of encyclopaedias, dictionaries, handbooks, pamphlets, Almanacs, atlases, bibliographies, etc.

Reading Area and Carrels



On this floor separate reading area and carrels are provided for the students for consultation and reading purpose.

Faculty Discussion Room and Reading Room:



The library has recently transformed the existing faculty rooms into soundproof discussion room and reading room with seating for 10 to 12 faculty members. The most recent editions of text-books have also been placed in this room for their easy access, it also includes a computer with internet connection.

Second Floor:

Stack Area:



Journals starting from 1981 till 2014 (from 2015 journals are available online) are arranged alphabetically on this floor and Books in print form are arranged according to Dewey Decimal Classification system.

Group Study and Discussion:



This floor provides quiet and conducive area for studying as well as common area outside the reading hall is meant for group study and discussion.

Level -I

At the Level-I, thesis dating from the 1970s to the present are classified according to the Dewey decimal classification system. The theses are for reference only and not issued to the readers, also taking pictures is not allowed. In the archives section, journals before 1981 have been arranged in alphabetical order.

Resources @ Dr.Tulsi Das Library:

The resources of the Dr.Tulsi Das Library are a combination of physical as well as target-based retrieval and delivery solutions. IT is a hybrid Library i.e. print material & electronic resources both.

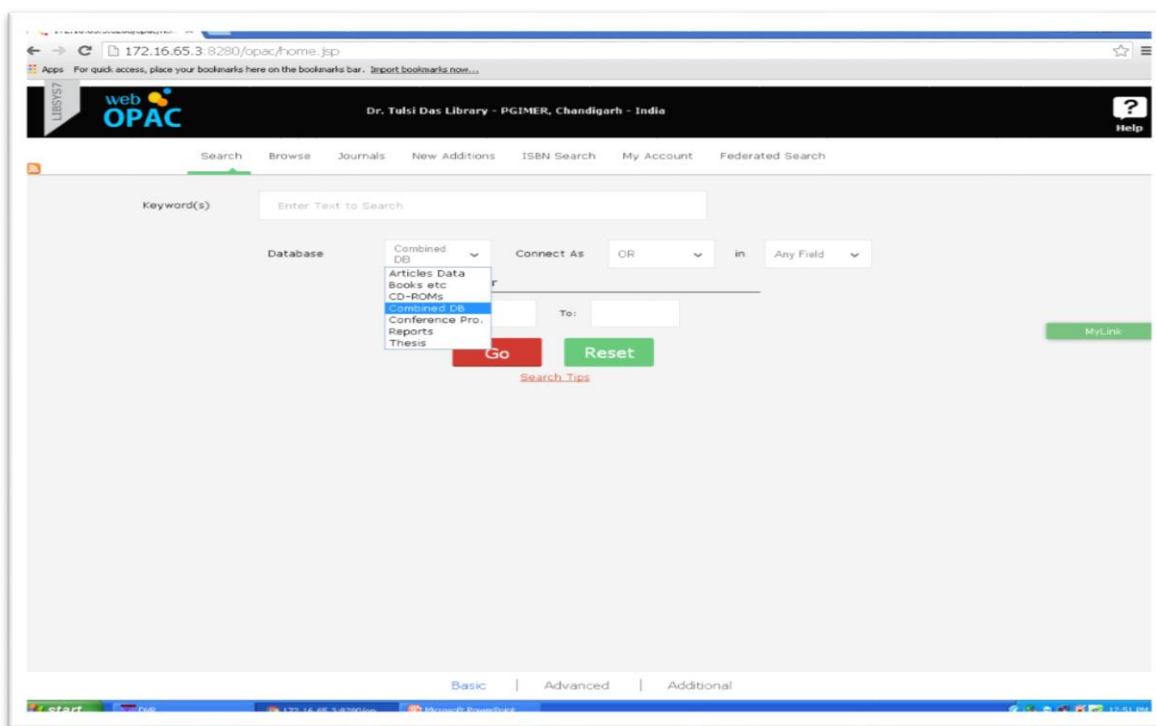
1. Physical collection above one lac which consist of books, thesis and bound journals.
2. Catalogue cards for indexing
3. Library management software and WEB OPAC (LIBSYS)
4. E-books and E- Journals
5. Point of care and Evidence based databases (UPTODATE/EMBASE)
6. Databases containing abstracts and citations, author profiles with affiliations and facility to calculate author's h-index. (SCOPUS/WOS)
7. Editing and grammar check (Grammarly)
8. Plagiarism Check (TURNITIN)
9. Reference Manager (ENDNOTE)
10. Surgical Videos and multimedia is included in different databases.

Physical Collection:

Printed Books	Text Books	Reference Books	Journals	Atlases
Fiction/Non-Fiction	Thesis /Dissertation	Archival Collection		

Web OPAC:

For searching the physical collection of the library, readers can take help of OPAC search and can find the location of particular item shelved in the library. It facilitates to locate the holdings of the library books/ thesis according to Author, title, subject etc. Journals can be searched alphabetically with details of volume, year etc.

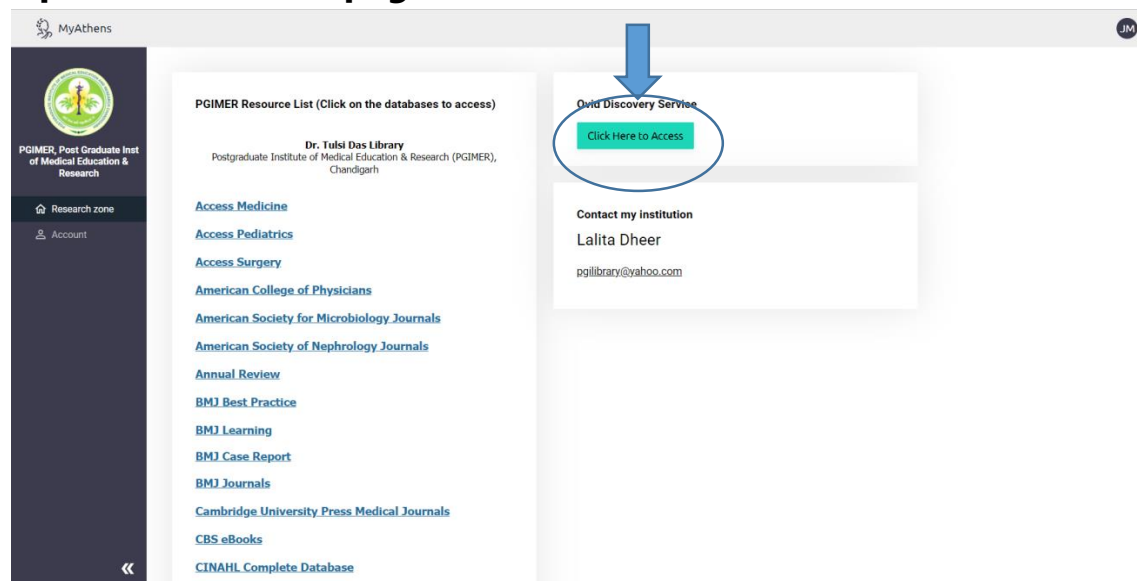


OpenAthens And Ovid Discovery Service:

OpenAthens is an identity and access management service with single sign-on (SSO) system that provides off-campus access to the library's subscribed E-resources to the readers. It allows users to access the all resources with an opportunity to streamline sign-on arrangements and improve user experience.

Ovid Discovery Service on the other hand is the most advanced discovery platform, designed exclusively for e-libraries in the field of health, biomedical, and pharmaceuticals. It gives the readers a one-stop shop for all their research needs, with a single search. Its link is also provided on the OpenAthens homepage.

OpenAthens Homepage:



MyAthens

PGIMER, Post Graduate Inst of Medical Education & Research

Research zone

Account

PGIMER Resource List (Click on the databases to access)

Dr. Tulsi Das Library
Postgraduate Institute of Medical Education & Research (PGIMER),
Chandigarh

Access Medicine

Access Pediatrics

Access Surgery

American College of Physicians

American Society for Microbiology Journals

American Society of Nephrology Journals

Annual Review

BMJ Best Practice

BMJ Learning

BMJ Case Report

BMJ Journals

Cambridge University Press Medical Journals

CBS eBooks

CINAHL Complete Database

Ovid Discovery Service

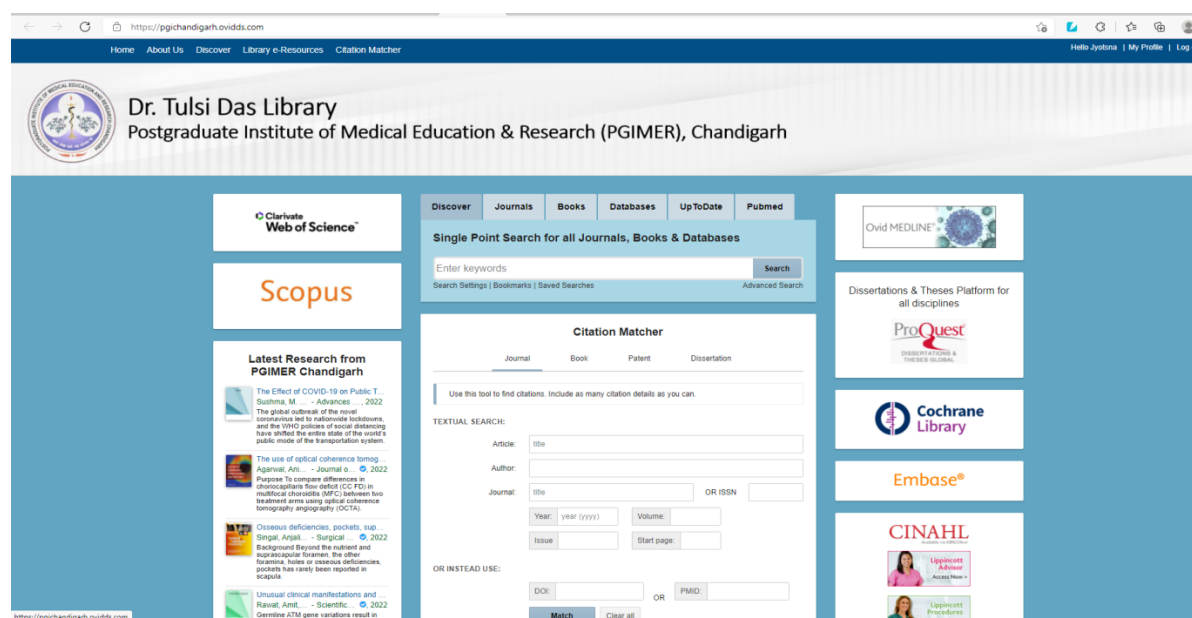
Click Here to Access

Contact my institution

Lalita Dheer

pglibrary@yahoo.com

Ovid Discovery Homepage:



https://pgchandigarh.ovid.com

Home About Us Discover Library e-Resources Citation Matcher

Hello Jyotsna | My Profile | Log out

Dr. Tulsi Das Library
Postgraduate Institute of Medical Education & Research (PGIMER), Chandigarh

Clarivate Web of Science™

Scopus

Latest Research from PGIMER Chandigarh

The Effect of COVID-19 on Public T. Sushma M. - Advances - 2022

The global outbreak of the novel coronavirus led to nationwide lockdowns, and the WHO policies of social distancing have shifted the entire state of the world's public mode of the transportation system.

The use of optical coherence tomography. Agarwal, Anil. - Journal o. - 2022

Purpose: To compare differences in macular thickness (CC-PC) in multifocal choroiditis (MFC) between two treatment arms using optical coherence tomography angiography (OCTA).

Osseous deficiencies, pockets, sup... Singal, Anjali. - Surgical - 2022

Background: Beyond the infant and supracardiac foramen, the other foramina, holes or osseous deficiencies, pockets has rarely been reported in Indian.

Unusual clinical manifestations and Rawat, Amit. - Scientific - 2022

Germine ATM gene variants result in... (Abstract)

Discover Journals Books Databases UpToDate Pubmed

Single Point Search for all Journals, Books & Databases

Enter keywords

Search

Search Settings | Bookmarks | Saved Searches

Advanced Search

Ovid MEDLINE

Dissertations & Theses Platform for all disciplines

ProQuest

Cochrane Library

Embase®

CINAHL

Latest Research from PGIMER Chandigarh

Use this tool to find citations. Include as many citation details as you can.

Journal Book Patent Dissertation

TEXTUAL SEARCH:

Article: Title

Author:

Journal: Title OR ISSN

Year: year (yyyy) Volume

Issue Start page

OR INSTEAD USE:

DOI: OR PMID:

Match Clear all

How to get access:

1. Only the bonafide members of the library will get the access.
2. Send an email to library with your name, designation, phone number, Library card number, E-mail for requesting OpenAthens.
3. Your credentials will be approved by the library. You will receive an email from **'noreply@openathens.com'** with a link to create your own password. Please check your inbox accordingly.
4. You can login into **OpenAthens** OR **Ovid Discovery Service** both with the same ID and password account and access all the subscribed e- resources.
5. The **sharing of a password** will result in the **cancellation of** an OpenAthens account.

E-Resources of Dr.Tulsi Das Library

Usage Policy:

For Authorized Users of Subscribed Electronic Resources of PGIMER, Chandigarh.

The PGIMER, Chandigarh Library subscribes electronic databases of academic interest to support the academic activities of the Institute students, faculty and staff. These resources of electronic databases are purchased by the Institute library directly. These are also governed by license and contract agreements. Each electronic resource database, whether purchased individually or through consortia, contains strict guidelines on the use of resources by authorized users.

- Authorized Users are individuals who are affiliated to the organization by way of employment or students/scholars of an institution.
- Individuals should use these resources for personal study or research purpose
- Modification of learning resources available on electronic databases is prohibited.
- Authorized users should not use the articles/documents of these electronic resources for commercial purpose. Wherever these articles/documents are used due credit of copyright should be given to the source.
- Downloading resources through automatic programs or speed boosters is strictly prohibited.
- Distributing these resources through photocopies, printouts for purposes other than academic interest or sharing one's individual access details is strictly prohibited.
- Mounting or distributing any part of the licensed material on any electronic network, including the Internet and the World Wide Web, other than the Secure Network (a network which is only accessible to "authorized users" whose conduct shall be subjected to regulation by the licensee) is prohibited.
- Individual publishers have their discretion to terminate license for use of their resources on violation of any of the above instructions.

Application of Indian/International Laws

PGIMER, Chandigarh does not permit the illegal downloading and/or sharing of copyrighted material in any form or manner. Electronic resources are copyrighted and are subject to all applicable copyright and protection rights under the laws of India and other countries. All uses including downloading, printing or creating copies of content from these resources must be consistent with existing fair use laws as defined by the copyright law of India or international law.

Policy on Denying Access:




Violators of PGIMER, Chandigarh electronic resource usage policy risk having their library access suspended and access to the resource(s) blocked. This is applicable to all users of this service.







List of various E-Resources

E-Journals Database
Oxford University Press
Springer Nature Publishing Group
American Society For Microbiology
Thieme Online Medical Package
Wiley E-journals
Mary Ann Liebert
Elsevier Journals (Science Direct ,Clinical Key)
JAMA Networks
BMJ Publications
OVID (WoltersKluwer/LWW)
Karger E-Journals
Oxford University Press
Thieme
Informa (Taylor and Francis)
Cambridge Journals
E-Books Databases
Jaypee Digital
Springer Medicine E-books
CBS E-books
Oxford University Press
McGraw-Hill
Access Medicine
Access Paediatrics
Access Surgery
Karger Books
Clinical Key Database
Ovid (LWW-E-Books)
Thieme Clinical Suites
Medone Otolaryngology
Medone Neurosurgery
Medone Radiology
Medone Plastic Surgery
Medone Education

Other Useful Databases and Tools
CINAHL: Cumulative Index to Nursing and Allied Health Literature.
Clinical Key: Clinical Search Engine from Elsevier
Dentistry and Oral health Source: Database for Dental Practitioners and Researchers.
Embase : Biomedical and Pharmacological Bibliographic Database
Journal Citation Reports : For Impact Factor Data
Uptodate : Evidence-Based Clinical Decision Support Tool
Turnitin: Internet-based plagiarism detection tool
Grammarly: Grammar Check Tool
Endnote : Citation Manager
BMJ Case Reports: To access and submit clinical cases
BMJ Best Practice: Clinical Decision Support Tools
Lippincott Advisor : Evidence-Based Database
Lippincott Procedures : Evidence-Based and Point of Care Database
PQDT: Global for thesis & dissertations Database
Scopus : Citation Database
Web of Sciences : Citation Database

Details of Important and Useful Databases/Softwares:

	UpToDate helps to make the best point of care decisions and stay abreast of contemporary standards in the workflow and on-the-go. UpToDate is the only resource associated with improved patient outcomes and hospital performance, and studies show that clinicians who use UpToDate change their decisions 30 percent of the time.
	In BMJ Case Reports one can submit cases worthy of discussion, particularly around aspects of differential diagnosis, decision making, management, clinical guidelines and pathology. Its fellowship number can be taken from the library.
	A decision-support tool designed for use at point of care. It combines the latest research, evidence, guidelines and expert opinion-covering prevention, diagnosis, treatment and prognosis.

	<p>Lippincott Advisor is the single source for immediate, evidence-based, online nursing clinical-decision support. It delivers instant, 24/7 access to the latest evidence-based information that clinicians need at the point of care with over 17,000 monographs and patient teaching handouts.</p>
	<p>It is a website that provides subscription-based access to multiple databases that provide comprehensive citation data for many different academic disciplines.</p>
	<p>Scopus is an abstract and citation database. Scopus fosters the easy discovery of research and enables researchers to claim their work, ensuring proper accreditation and supporting career development</p>
	<p>It is a biomedical and pharmacological bibliographic database of published literature designed to support information managers and pharmaco-vigilance in complying with the regulatory requirements of a licensed drug.</p>
	<p>CINAHL indexes the top nursing and allied health literature available including nursing journals and publications from the National League for Nursing and the American Nurses Association. For full-text nursing and allied health journals, CINAHL Complete is the largest full-text companion to the CINAHL index.</p>
	<p>It is a reference management software package which is used to manage bibliographies and references when writing assignments, dissertations, thesis and articles. Choose between X8, X9, X20 as per your configuration of your PC/ Laptop . For product key visit the library.</p>



ProQuest Dissertations and Theses (PQDT) is an online database that indexes, abstracts, and provides full-text access dissertations and theses. It is the most comprehensive and curated collection of multi-disciplinary dissertations and theses from around the world.

For Plagiarism check:

1. Ten consecutive words if copied are to be considered as plagiarism.
2. For thesis, the cut off similarity acceptable is 17%, while for publication is up to 12% or as per the publication or publisher's guidelines of the respective journals and further not more than 2-3% are acceptable from single source.
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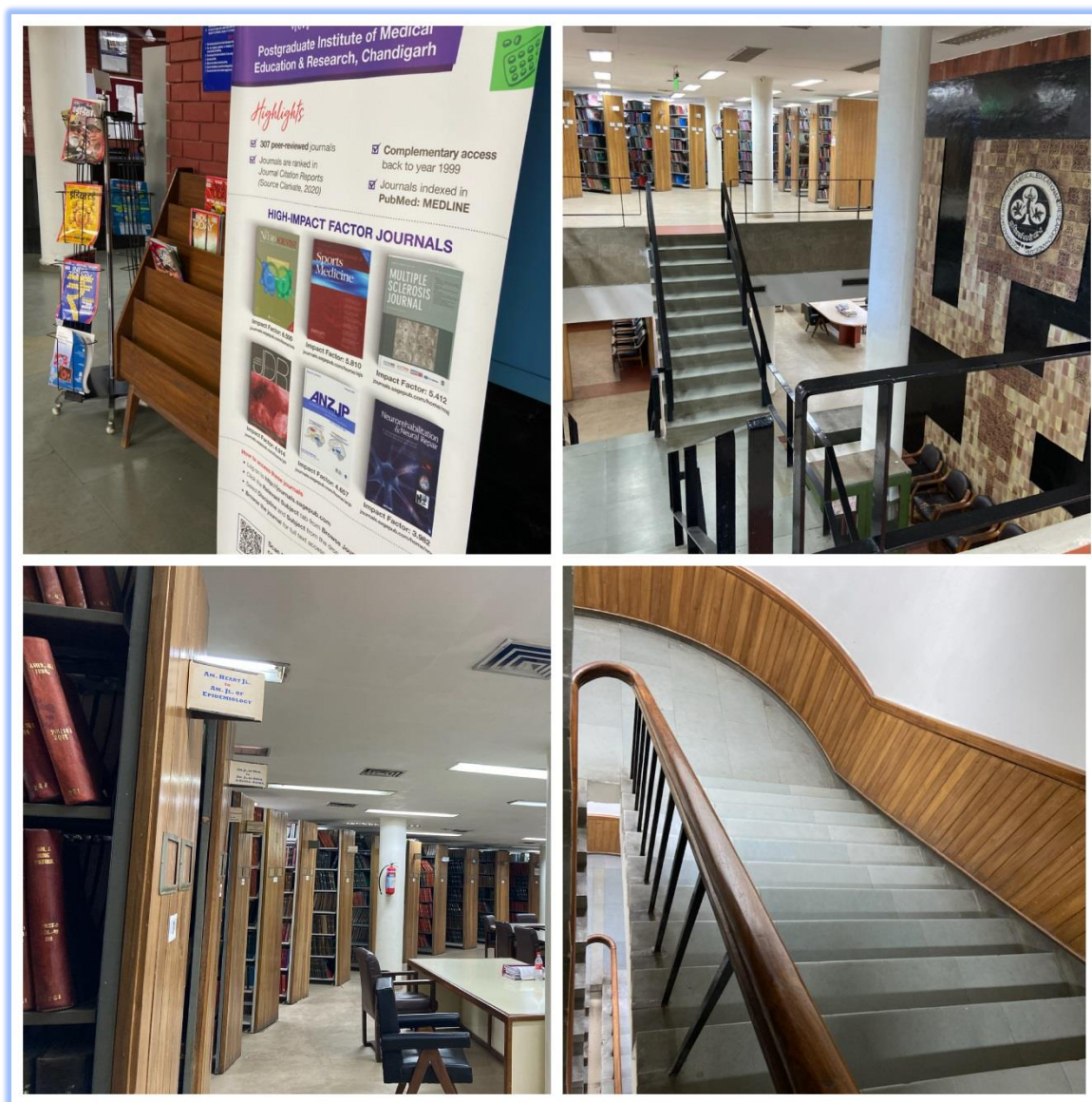
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